

Subject: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899
From: "Bautista, Jessica" <JBautista@portla.org>
Date: 06/02/2017 10:25 AM
To: 'Lorena Parker' <lparker@sanpedrobid.com>
CC: "Adams-Lopez, Theresa" <TAdams-Lopez@portla.org>

Hi Lorena,

Checking to see if MV has added SPPOA as an additional insured to their policy per our Risk Management Division request. I can't process the invoice for payment until this is cleared.

Thanks,

Jessica

Jessica Bautista
Management Analyst II
Community Relations
Port of Los Angeles | 425 S. Palos Verdes Street | San Pedro, CA 90731
(310) 732-3680 | jbautista@portla.org

From: Makaena, Chrizelle
Sent: Thursday, May 25, 2017 4:18 PM
To: DeLaTorre, Denise; Eldridge, Susana; Bautista, Jessica; Adams-Lopez, Theresa; Carey, Tricia
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hi All,

After reviewing the file, it's my understanding that MV will be providing the auto coverage on behalf of SPPOA which covers the trolleys. In this case, we'll need SPPOA added as additional insured to MV's policy.

I've left a message with Lorena of SPPOA to discuss. Once we have auto insurance on file and approved for SPPOA as it relates to these agreements, we should be good to go.

FYI,
Chrizelle
x3762

From: DeLaTorre, Denise
Sent: Thursday, May 25, 2017 3:10 PM
To: Makaena, Chrizelle
Subject: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Forwarding

From: Bautista, Jessica
Sent: Thursday, May 25, 2017 2:59 PM
To: Eldridge, Susana <SEldridge@portla.org>
Cc: DeLaTorre, Denise <DDeLaTorre@portla.org>; Carey, Tricia <TCAREY@portla.org>; Adams-Lopez, Theresa <TAdams-Lopez@portla.org>
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Please see the attached documents for the additional subconsultants.

Jessica

From: Eldridge, Susana
Sent: Friday, May 19, 2017 10:30 AM
To: Bautista, Jessica
Cc: DeLaTorre, Denise; Carey, Tricia
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hello Jessica,

The attached forms need to be completed in order for another firm to be added. Please have the prime complete the affidavit and get it notarized. Also, the status of each firm needs to be included on the Consultant Description Form, SBE, VSBE, Etc.

Thanks,
Susana

From: Bautista, Jessica
Sent: Monday, May 15, 2017 8:32 AM
To: DeLaTorre, Denise
Cc: Carey, Tricia; Eldridge, Susana
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

I believe we only need to have the insurance updated for the new agreement E6899. E6889 is closed and all invoices have been paid to that agreement as of January 2017.

Jessica

From: DeLaTorre, Denise
Sent: Monday, May 15, 2017 8:01 AM
To: Bautista, Jessica
Cc: Carey, Tricia; Eldridge, Susana
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hi Jessica,

Please have your client or your clients Broker send me the certificate email received from Track4LA and I will review/approve for compliance.

Thank you, Denise

Denise De La Torre

Port of Los Angeles,
Risk Management
(310) 732-3995
ddelatorre@portla.org

From: Bautista, Jessica
Sent: Friday, May 12, 2017 4:29 PM
To: Eldridge, Susana <SEldridge@portla.org>
Cc: DeLaTorre, Denise <DDeLaTorre@portla.org>; Carey, Tricia <TCAREY@portla.org>
Subject: RE: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Lorena is my contact. I've sent her an email stating that I can't process her invoice until the insurance has been updated. Please let me know when it is in Track4LA.

Jessica

From: Eldridge, Susana
Sent: Friday, May 12, 2017 9:16 AM
To: Bautista, Jessica
Cc: DeLaTorre, Denise; Carey, Tricia
Subject: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Hi Jessica,

Will you have your contact at San Pedro Property Owners Alliance submit their current insurance on Track4LA please?

Thank you,
Susana

From: Bautista, Jessica
Sent: Tuesday, May 09, 2017 1:10 PM
To: Eldridge, Susana

Subject: FW: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

This was the last email I received on insurance.

Jessica

From: Lorena Parker [<mailto:lparker@sanpedrobid.com>]
Sent: Monday, May 08, 2017 1:46 PM
To: DeLaTorre, Denise
Cc: Bautista, Jessica
Subject: Re: CURRENT INSURANCE: SAN PEDRO PROPERTY OWNERS ALLIANCE - AGREEMENTS E6889 AND E6899

Good afternoon,

Here is our certificate of insurance. I will call the carrier now to have them upload it to Track4LA.

Best regards,

Lorena Parker
Executive Director
San Pedro Property Owners' Alliance
**San Pedro Historic Waterfront
Business Improvement District**
390 W. 7th Street | San Pedro, CA 90731
T [310.832.2183](tel:310.832.2183) | F [310.832.0685](tel:310.832.0685)
lparker@sanpedrobid.com
www.sanpedrobid.com

On Mon, May 8, 2017 at 1:30 PM, DeLaTorre, Denise <DDeLaTorre@portla.org> wrote:
Good Afternoon,

Current insurance for the above subject agreements are as follows:

General Liability	10/03/2017	105612
Auto Liability	None in Track4LA required \$5,000,000	Non-compliant
Workers' Compensation	11/14/2017	627534
Professional Liability	08/24/2017	105612

Please ask your client to have their Broker submit required insurance to Track4LA.

Thank You, Denise
Denise De La Torre
Port of Los Angeles,
Risk Management
[\(310\) 732-3995](tel:310.732.3995)
ddelatorre@portla.org

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